

WMBE Report for 2010

Office of Arts and Cultural Affairs

Introduction

Seattle's Office of Arts and Cultural Affairs (OACA) promotes the value of arts and culture in the communities throughout Seattle. The Office promotes Seattle as a cultural destination and invests in Seattle's arts and cultural sector to ensure the city has a wide range of high quality programs, exhibits and public art.

Department Representatives

Jane Morris (Finance & Administrative Manager) and Sheila Moss (Accounting Tech) are the Office's representatives for managing and reporting the department WMBE efforts.

2010 WMBE Use and Efforts:

Expectations and Education on WMBE Participation

- In 2010, the Finance Manager provided information for all WMBE related staff concerns and questions. In 2011, Sheila Moss will provide regular updates and reminders to staff regarding WMBE goals and opportunities for participation in contracting and vendor selection for goods and services.
- The Finance Manager and accounting staff review department purchases of goods and services to identify potentially missed opportunities and educate staff.

Efforts in Outreach:

The most extensive use of funds in OACA is for the purpose of providing support to artists, organizations, community groups, schools, and other non-profits. Very often, the funding and/or commissions that are awarded (through an extensive selection process) go to minority individuals or otherwise under-served populations. These expenditures are for artistic services and as such, are not included in the expenditures on the city's WMBE reports. Also, these individuals and organizations (often non-profits) are not WMBE registered, nor are they likely to apply for state certification as WMBEs. Because this is the reality of the situation, our extensive work to reach out to minority and underserved populations is not captured in through WMBE reports.

Utilization and Exceptions:

The department's discretionary purchase of goods and basic services is somewhat limited. OACA uses City blanket contracts for the lease of office equipment (copier and mailing machine) and to purchase office supplies, IT equipment/software, and other supplies/services for public events and all-day selection panels which make up a significant portion of discretionary operating expenditures. The Finance Manager and administrative staff identify other blanket contracts available (e.g., printing services) to help OACA staff make proactive and informed choices on vendor selection. The major

portion of our direct voucher purchases are for materials for maintenance of permanently-sited works of art. These art supplies are specialized and not generally available through any known WMBE vendor.

With that said, our total reported department expenditures of \$151,256 include some expenditures that should not have been calculated into this total. Two of these exceptions were payments miscoded as direct voucher, but should have been "DX" payments which are exempted (artistic services), including a payment to History Link for \$50,000 (a non-profit, and specifically directed through the Adopted Budget), and a payment to Mt St Helens Vietnam Band for artistic performance (\$1,400). Another group of payments coded to org #VDA20 are transactions belonging to the Department of Neighborhoods, not OACA (total of \$380). And one other contract payment to Western States Arts Federation (\$7,500) which is a sole source provider for this service (although city policy currently does not exclude sole source expenditures from WMBE-eligible expenditures, we take issue with that policy).

Taking this into account, the table below shows expenditures and percentages for our department as shown on the Summit report, and then with adjusted figures that exclude the ineligible items described above. Our adjusted department total is a 6.53% utilization compared to the unadjusted percentage of 3.97%:

	2010 Summit Reported			2010 Adjusted for Exceptions	
	Payments	WMBE %		Payments	WMBE %
Consultant Contract	\$74,227	0.00%		\$17,228	0.00%
Blanket Contract	\$43,643	10.96%		\$43,643	10.96%
Direct Voucher	\$32,886	3.70%		\$31,106	3.91%
Department Total	\$151,256	3.97%		\$91,976	6.53%

2011 Goals:

The department will continue to provide information, training, and reminders to staff regarding WMBE usage. We hope this will help staff identify any missed opportunities for WMBE participation, both in contracting and direct voucher purchases. However, since it is often the case that the department may not have more than one or two consultant contracts per year that can be considered for WMBE opportunities, it is unlikely that we can promise a higher percentage use in future. And since almost all our supply and leased equipment purchases are done through Blanket contracts, this is also unlikely to affect future WMBE participation.